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DELAWARE BOARD OF NURSING HOME ADMINISTRATORS

SEPTEMBER 13, 2005 MINUTES – AS APPROVED NOVEMBER 8, 2005

The Delaware Board of Examiners of Nursing Home Administrators held a meeting on Tuesday, September 13, 2005, at 2:00 p.m. in Conference Room B, located on the second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

Present: Linda Jones, Healthcare Professional Member, President, Presiding
Elizabeth Happoldt, Public Member
Carolyn Cotter, Public Member
Lillie Mae Johnson, Public Member
Jerry Spilecki, Professional Member
Allison Reardon, Deputy Attorney General
Dana Spruill, Administrative Specialist II

Absent: Alonzo Kieffer, Professional Member, Vice-President
Michael Bundek, Public Member
Patricia McLaughlin, Professional Member

Call to Order

Ms. Jones called the meeting to order at 2:50 p.m.

Review of Minutes

The minutes of the July 12, 2005 meeting were reviewed. Mr. Spilecki made a motion, seconded by Ms. Cotter, to approve the minutes as amended. The motion was unanimously carried.

New Business

AIT Programs

Kenneth Ader – The Board reviewed Mr. Ader's final AL and SNF progress report, documentation of his completion of his required course of study, and his request for approval to sit for the NAB examination. Mr. Spilecki made a motion, seconded by Ms. Cotter, to approve Mr. Ader to sit for the examination. The motion was unanimously carried.

James R. Bolton – Mr. Spilecki made a motion, seconded by Ms. Johnson, to approve Mr. Bolton's request for approval of his preceptor and his AIT outline. The motion was unanimously carried.

Patricia Hildebrand – The Board reviewed a progress report submitted on Ms. Hildebrand's behalf. No action was required.

Carol Lee McGowan – The Board reviewed Ms. McGowan's application for an AIT program, request for approval of SNF and AL preceptor, request for approval of AIT outline, and documentation of successful completion of required course of study. A motion was made by Ms. Cotter, and seconded by Ms. Johnson, to approve Ms. McGowan for a 6 month AIT program and to approve her preceptor and outline as submitted. The motion was unanimously carried.

Mary F. Drandorff – Ms. Happoldt made a motion, seconded by Ms. Johnson, to approve Ms. Drandorff for a 12 month AIT program, to approve her SNF and AL preceptors, and to approve her AIT outline as submitted, and to notify her that she is required to complete a required course of study. The motion was unanimously carried.

Robyn Candall – Mr. Spilecki made a motion, seconded by Ms. Happoldt, to approve the revised AIT outline submitted by Ms. Candall. The motion was unanimously carried. The Board also reviewed the progress report submitted on Ms. Candall's behalf. No action was required by the Board regarding the progress report.

Application for Licensure

Kenneth Ader – Mr. Spilecki made a motion, seconded by Ms. Happoldt, to approve Mr. Ader's application for licensure contingent upon his successful completion of the NAB examination. The motion was unanimously carried.

Continuing Education

Ms. Jones made a motion, seconded by Ms. Johnson, to approve the following programs:

1. Institute for Natural Resources
 - a. Parkinson's Disease & ALS – 3 hrs
 - b. Stem Cell Research: Promise and Pitfalls – 3 hrs
2. Division of Long Term Care Residents Protection
 - a. The Three R's of Culture Change – 5.5 hrs
3. Request by Licensee: Jack Askin
 - a. Chesapeake Health Education Program
 1. Domestic Terrorism & Weapons of Mass Destruction – 5hrs
 2. Topics in Aging from Head to Toe – 5 hrs
 3. Issues in Long Term Care – 5 hrs
 4. Meeting the Needs of Persons with Dementia – 6 hrs

5. Everything You Wanted to Know About Medical Ethics – 5.5 hrs
 6. Caring for the Stroke Patient – 5.5 hrs
- b. Delaware Health and Social Services
 1. Management Makes a Difference – 13 hrs
4. Alzheimer's Association
 - a. Speak Their Language . . . Communicating with an Alzheimer's Patient – 11/15/05 - 6 CE hrs
5. American Health Care Association
 - a. AHCA's Fall 2005 Regional Multi-facility CEO Conference – 11/16-18/05 – 7 hrs maximum

The motion was unanimously carried.

Request for Extension of Time to Complete Continuing Education Credits

Ms. Cotter made a motion, seconded by Mr. Spilecki, to approve a request for an extension of three months to complete continuing education credits necessary to renew a Delaware Nursing Home Administrator license on the basis of a hardship. The motion was unanimously carried.

Old Business

Status of Proposed Legislation

Mr. Collins reported on the status of the proposed legislation and provided an update regarding Sen. Marshall's concerns regarding the 9 month temporary license issue. The Board previously agreed to 90 days with a possible extension of 90 additional days. Sen. Marshall now wants to understand the purpose of the 90 day extension. The Board will be submitting a letter to Sen. Marshall setting forth its reasons for the additional time required. The Board discussed that sometimes it is necessary to perform a national search if the facility requires a specialized NHA, and that it takes time to schedule interviews, sometimes to complete second interviews, to check references, and sometimes time must be allowed for the selected person to give appropriate notice at his or her current employment. The Board discussed whether the time period should be 90 days with a possible 90 day extension or if it should be a 6 month temporary permit. Ms. Jones will be preparing a letter and submitting it to the Division for input.

Review of Continuing Education Reports Submitted in Response to Random Audit

The Board reviewed continuing education logs received with supporting documentation pursuant to the random audit. Ms. Jones made a motion, seconded by Mr. Spilecki, to approve the submissions found to be satisfactory and to notify those found unsatisfactory to submit additional information by the September 13, 2005 meeting, that they will remain licensed until that date, and if their continuing education was not satisfactory at that time, the Board will propose to deny their license renewal. The motion was unanimously carried.

Any Other Business Before the Board (For Discussion Only)

Mr. Collins advised the Board that the Division is going online with license renewals so the Board will need to determine how they wish to handle continuing education for renewal. The Division is suggesting that the Boards have the licensees affirm the completion of continuing education online and that if the Board wishes the audit number may be increased. Various possibilities were discussed. Mr. Collins will be attending the national conference for Division Directors this week and hopes to learn more information about how other states are handling this. DAG Reardon recommended that the Board place attestation in the Rules and Regulations as a change.

Ms. Jones reported that she wants to attend the NAB conference on November 17 and 18, 2005, but this is after the Board's October meeting.

Ms. Spruill advised the Board that a NAB examination candidate had failed the examination a second time so the person will be required to notify the Board where the additional 40 hours will be completed.

Adjournment

There being no further business before the Board, Mr. Spilecki made a motion, seconded by Ms. Johnson, to adjourn the meeting. The motion was unanimously carried. The meeting adjourned at 3:51 p.m. The next meeting is scheduled for November 8, 2005. All Board members present indicated that as of the current time they would be in attendance at the next meeting.

Respectfully submitted,

Dana M. Spruill
Administrative Specialist II